

**City of Milpitas
Library Subcommittee Meeting
City Hall Committee Conference Room**

**Meeting Notes
Tuesday, November 22, 2005**

UNAPPROVED MEETING MINUTES

1. Flag Salute Councilmember Livengood led the Committee in the Pledge of Allegiance.

2. Call to Order Councilmember Livengood called the meeting to order at 5:35 p.m.

Attendance:

<i>City Council:</i>	Mayor Jose Esteves (absent), Councilmember Bob Livengood
<i>Staff:</i>	Mark Rogge, Greg Armendariz
<i>County Library Staff:</i>	Linda Arbaugh
<i>Chong Partners:</i>	Katherine Anderson, Anna Lai
<i>Swinerton Mgmt.</i>	Dennis Wong

3. Citizens Forum (remarks limit to 3 minutes):

- None

4. Announcements:

- Mark mentioned that we just got the 'Saving by Design' data back from PG&E.
- Greg will provide an update on a possible PLA (Project Labor Agreement)

5. Approval of Agenda:

- The Committee approved the agenda.

6. Approval of Minutes – October 25, 2005

- With the absence of Mayor Esteves, the Committee deferred approval of the Meeting Minutes from the October 25, 2005 Library Subcommittee Meeting.

7. Progress Report

A. Library Design Development

- **Construction Documents Phase**

- We are still one month ahead of schedule. City Staff is reviewing the 100% Design Development. Group 4 has reviewed the Phases of the remaining phase schedule and feels that some adjustments of the Construction Documents phase is necessary. The Building Department review period is too short.
- Councilmember Livengood feels that the project should be complete without rushing, without mistakes. "I don't want to have to rush and make mistakes." Mark Rogge – It is better to spend the time to do it right rather than going back to fix mistakes which ends up taking more time.
- The Committee agreed to cancel the December Library Subcommittee, doing so will not affect the schedule. The next phase is to look at the East Garage 95%

construction Documents. We will be receiving bids on December 5th for the Demo project and will be bringing them to the Council meeting on December 6th.

- Expenditures to date were shown.
- Possible subjects for review during the Construction Documents Phase: Interior Architecture
- Councilmember Livengood - Casework Design (counter, bookshelves, etc), can we buy this off the shelf to save money? Mark Rogge – the majority of the furniture we are buying are from off the shelf. Councilmember Livengood expressed custom items will increase the FF &E budget, therefore the less amount of custom furniture the better it is for the budget.
- The West Garage is no longer on the plan. Councilmember Livengood – If the County would like to proceed with the West Garage Plan, they will first need to pay for the land. Greg Armendariz – The County have agreed to take over the design for the West Garage and they have also agreed to allow the City to use the garage during their non-operation hours. They have also agreed to maintain the garage for 75 years. The City of Milpitas will benefit from the use of the garage and will not have to pay for up-keeping costs.

B. East Parking Garages

• Interior Way Finding

- Katherine Anderson from Chong Partners – Each floor for the East Garage has it own color and theme. For example, the garage's 1st floor will have a history theme. The Milpitas historical timeline with framed historical photographs will be display on the wall that leads to the entrance of the Library. The 2nd Floor will have the theme for knowledge, which will consist of some educational displays. The 3rd will be dedicated to technical. All Floors will have it own color code system.
- Mark Rogge - As you enter the garage there is a solid wall. Originally, the Leaping Lena (historical fire truck) was to be displayed there. However, the thought is that this is the best place to display the Blacksmith Shop branded boards. It gives visitors a sense of history, which also ties into the theme for the ground floor. The recommendation is to move Leaping Lena to another area on the ground floor, an area that is visible by all that enter the garage.
- Councilmember Livengood is concerned for the safety of visitors walking around to view the Leaping Lena. Mark Rogge – The historical fire truck will be enclosed by railing and the location will be adjusted to avoid conflict between viewers and cars.
- Councilmember Livengood asked staff where the money for the displays would come from. The budget for the design has already been included with Chong Partners contract. Construction costs are in the cost plan.

C. Remediation & Demolition

- December 6th, staff will present to Council the contract for the remediation and demolition contractors. The bids for the building Demo are due and will be award to the lowest bidder on December 5th.
- After the ground HAZMAT abatement is completed, staff will then report to the Committee the estimated dollar amount of the project. It depends on whatever we find on the properties. This does mean that we will have to extend the schedule out on beginning garage construction. Our goal was to have the garage

complete when construction of the library begins.

8. Business Preservation Plan

- Staff presented the Midtown business preservation plan during construction. This included signage for: informational, safety, detour, business open, and events. We will provide names of businesses in brochures to workers. This will be a benefit to the surrounding businesses. At all times, emergency vehicles will have complete access.
- Councilmember Livengood – Are you closing the road out? The construction is done in sections; therefore, there will be partial street closure and complete closure will only happen for a short period of time. Greg Armendariz and Dennis Wong from Swinerton mentioned that complete closure is only scheduled for months and not years during the period in 2007. Staff will provide the Community and surrounding businesses information before the closure.
- The staff would like to see a Brochures program take effect. A lot of these businesses have menus and it will be a good idea to include the menus in the brochures. These brochures will be handed out to contractors so that they are aware of the surrounding businesses.
- Staff will require contractors to use the best construction management practices. We want our contractors to know that the community is important and encourage them to visit the local businesses.
- Councilmember Livengood asked staff for an update of Apton Plaza. Greg Armendariz said that the Apton Plaza owner is moving very shortly to complete his permit application.
- Councilmember Livengood expressed that he is fine with the Midtown North Main Street Development Business Preservation Plan but would like staff to meet with Mayor Esteves and come back on January 24, 2006.

9. Other Business

- Greg Armendariz expressed that during the construction of the City Hall there was a number of labor disagreement that resulted in strikes. Which caused some major delays for the construction of City Hall. Greg had met with various cities regarding the issues of strikes and how it affects city projects. The idea is to have a standard agreement with Contractors that if they bid on our projects, the price will be locked in and the work will need to be done on time. There are technical contractors that are not unionized; therefore, it will not apply to them. We want to protect ourselves from future labor dispute that can result into a strike. January 24, 2006 will have a presentation of what we have. We will need a recommendation from Committee to go Council. The projects that staff is considering are: library, garage, midtown and Senior Center.

10. Set Next Meeting Date

- The next meeting is scheduled for Tuesday, January 24, 2006

11. Adjournment

- Meeting adjourned at 6:14 p.m.